

MINUTES
MISSISSIPPI COMMUNITY COLLEGE BOARD
Friday, June 15, 2012

The regular meeting of the Mississippi Community College Board (MCCB) was held at 9:00 a.m. on Friday, June 15, 2012, in Room 507 of the Education and Research Center, 3825 Ridgewood Road, Jackson, MS 39211.

Members present: Mrs. Patricia Dickens, Chairman; Mr. Max Huey; Mr. Duncan McKenzie; Mr. Bruce Martin; Mr. Tom Gresham; Mr. Bobby Steinriede; Mr. Lee Bush; Mr. Bubba Hudspeth; and Mr. Ed Perry. *Member not present: Mr. Chip Crane.*

MCCB Staff in attendance: Dr. Eric Clark, Mrs. Deborah Gilbert, Dr. Debra West, Dr. Shawn Mackey, Dr. Joan Haynes, Mr. Ray Smith, Dr. Christian Pruett, Mrs. Cynthia Jiles, Mr. Raul Fletes, and Mr. Kell Smith.

Guests in attendance: Mr. Chuck Rubisoff, Office of the Attorney General.

CALL TO ORDER

Chairman Patricia Dickens called the meeting to order at 9:00 a.m. and read the meeting notice for the July 13, 2012, MCCB Board Meeting.

MEETING NOTICE

The regular monthly meeting of the Mississippi Community College Board will be held at 9:00 a.m., Friday, July 13, 2012, in rooms 2 and 3 of the Harrah's Mid-South Convention Center, located at 13615 Old Hwy 61N, Robinsonville. This meeting may be conducted as a teleconference meeting.

PRELIMINARIES

Chairman Dickens welcomed all Board Members and visitors and asked Mr. Tom Gresham to provide the invocation.

Approval of May 18, 2012 Meeting Minutes

In a motion made by Mr. Bobby Steinriede and seconded by Mr. Tom Gresham, the MCCB Board **voted unanimously** to approve the minutes of the May 18, 2012 MCCB Board meeting.

Approval of Agenda

In a motion made by Mr. Bubba Hudspeth and seconded by Mr. Max Huey, the MCCB Board **voted unanimously** to approve the proposed agenda.

REPORTS/ACTIONS

Executive Director's Report

Dr. Clark began his report by welcoming all Board Members and guests. Dr. Clark thanked Mr. Max Huey and Mr. Ed Perry for their six years of dedicated service on the MCCB Board and

invited them to attend a reception in their honor. Former MCCB member Ms. Toni Cooley has also been invited to attend the reception.

Dr. Clark reported that several MCCB staffers have been out of the office handling enrollment audits.

Dr. Clark reported that he is very encouraged about tax collections for the first eleven months of the fiscal year.

Dr. Clark presented six resolutions in honor of the community college's teams that won sports championships.

In a motion made by Mr. Tom Gresham and seconded by Mr. Duncan McKenzie, the MCCB Board **voted unanimously** to approve the six resolutions honoring the teams that won sports championships.

Dr. Clark reported that the annual Trustees Convention is scheduled for July 13 and 14 at the Harrah's Mid-South Conference Center in Tunica. Our MCCB Board meeting will also meet in conjunction with the Convention in Tunica, Friday, July 13 at 9:00 a.m.

Dr. Clark reported that Ms. Akiyah Gibson has been hired effective July 2 to fill the position of Director of Training and Professional Development eLearning.

Dr. Clark reported on a suggestion made by Mr. Bubba Hudspeth to invite high-level state officials to our monthly Board meetings. If there is no objection from the Board, he will begin to make those invitations.

Dr. Clark reported that United States Congress is proposing cuts in Pell Grants to reduce the federal budget. Pell Grants are a primary source of aid for community college students. So far Congress has cut Pell Grant aid for summer school and is looking at cuts to other areas of aid eligibility such as the number of eligible semesters, remedial classes, part time students, and Ability-to-Benefit students.

Dr. Clark reported that most of the MCCB staff's salaries will be increased by two and one-half percent, effective July 1.

Dr. Clark concluded his report.

Career and Technical Education Report

Dr. Shawn Mackey greeted the Board and presented **Exhibit B1**, a new program request for Paramedic (EMS) Technical Certificate and AAS Degree at Coahoma Community College.

In a motion made by Mr. Max Huey and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve the new program request for Paramedic (EMS) Technical Certificate and AAS Degree at Coahoma Community College.

Exhibit B2 is a new option request for Industrial Maintenance Technology Technical Certificate at East Mississippi Community College.

In a motion made by Mr. Bobby Steinriede and seconded by Mr. Max Huey, the MCCB Board **voted unanimously** to approve the new option request for Industrial Maintenance Technology Technical Certificate at East Mississippi Community College.

Exhibit B3 is a new program request for Massage Therapy at Mississippi Gulf Coast Community College.

In a motion made by Mr. Max Huey and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve the new program request for Massage Therapy at Mississippi Gulf Coast Community College.

Exhibit B4 is a new program request to offer a certificate and an AAS Degree for Medical Assisting Technology at Mississippi Gulf Coast Community College.

In a motion made by Mr. Max Huey and seconded by Mr. Bobby Steinriede, the MCCB Board **voted unanimously** to approve the new program request to offer a certificate and an AAS Degree for Medical Assisting Technology at Mississippi Gulf Coast Community College.

Exhibit B5 is a new program request to offer a certificate in Marine Electrical at Mississippi Gulf Coast Community College.

In a motion made by Mr. Duncan McKenzie and seconded by Mr. Bobby Steinriede, the MCCB Board **voted unanimously** to approve the new program request to offer a certificate in Marine Electrical at Mississippi Gulf Coast Community College.

Dr. Mackey presented **Exhibits C and D**, a request for approval of the 2012 Practical Nursing Curriculum Revisions to submit for APA.

In a motion made by Mr. Max Huey and seconded by Mr. Duncan McKenzie, the MCCB Board **voted unanimously** to approve submitting the 2012 Practical Nursing Curriculum Revisions for APA approval.

Grants and Related Activities Report

Dr. Mackey presented **Exhibit E**, the Career Readiness Certificate chart. This is for information only and does not require board approval.

Workforce Report

Exhibit F1 is the standard Workforce Budget Report. **Exhibit F2** is the WET Fund Revenue Report. This is for information only and does not require board approval.

Dr. Mackey concluded his report.

Technology Report

Mr. Ray Smith reported that his section will utilize the time between semesters to perform upgrades and maintenance to the networks. In addition, the desktops for the MCCB staff have arrived and the Technology division will begin the upgrades to infrastructure for the staff.

Mr. Smith concluded his report.

eLearning and Instructional Technology Report

Dr. Christian Pruett commended the eLearning interview committee and reported that he looks forward to working with Ms. Akiah Gibson, the new Director of Training and Professional Development, beginning July 2.

Dr. Pruett reported that the Statewide Task Force has developed the components to the eLearning Management System RFP and is progressing on schedule. The committee will meet in September to finalize a strategic plan. At this point, the goal is to create documentation for the Board to review. MSVCC remains focused on providing a quality education and student retention.

Dr. Pruett concluded his report.

Deputy Executive Director Report, Finance and Administration

Mrs. Deborah Gilbert presented the Finance report, as follows:

Attachment 1a and 1b is the approval request for Education Technology funds FY 2012 – to transfer \$150,000 from MCCB Budget back to CJC Support Budget and then allocate to 15 colleges ½ evenly and ½ on FTE enrollment due to circuit upgrade savings in FY 2012.

In a motion made by Mr. Bobby Steinriede and seconded by Mr. Tom Gresham, the MCCB Board **voted unanimously** to approve the request for Education Technology funds FY 2012 – to transfer \$150,000 from MCCB Budget back to CJC Support Budget and then allocate to 15 colleges ½ evenly and ½ on FTE enrollment due to circuit upgrade savings in FY 2012.

Attachment 2 is the approval request for the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$3,090,872.99 and Fund 4110 in the amount of \$82,112.00, totaling \$3,172,984.99 effective June 30, 2012.

In a motion made by Mr. Duncan McKenzie and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve the request for the Education Enhancement Fund Disbursements out of Fund 4080 in the amount of \$3,090,872.99 and Fund 4110 in the amount of \$82,112.00, totaling \$3,172,984.99 effective June 30, 2012.

Attachment 3 is the Financial Statement from General Fund 2291 and Special Funds as of May 31, 2012. This is for informational purposes only and does not require approval.

Attachment 4a and 4b are approval requests of the Disbursements for July 2012 – FY 2013: **a.** General Fund 2298 - **totaling:** \$45,483,326.00, and **b.** Health Insurance Carryover Fund Disbursement – **totaling:** \$720,000.00.

In a motion made by Mr. Bobby Steinriede and seconded by Mr. Max Huey, the MCCB Board **voted unanimously** to approve the Disbursements for July 2012 – FY 2013: **a.** General Fund 2298 - **totaling:** \$45,483,326.00.

In a motion made by Mr. Max Huey and seconded by Mr. Bobby Steinriede, the MCCB Board **voted unanimously** to approve the Disbursements for July 2012 – FY 2013: **b.** Health Insurance Carryover Fund Disbursement – **totaling:** \$720,000.00.

Attachment 5a, 5b, 5c, and 5d are the approval request of the FY 2014 Budget Requests for: **a.** Support, and **b.** Administration.

In a motion made by Mr. Ed Perry and seconded by Mr. Lee Bush, the MCCB Board **voted unanimously** to approve the FY 2014 Budget Requests for: **a.** Support, and **b.** Administration.

Attachment 6 is the CJC Revenue by Source Pie Charts – FY 2011. This is for informational purposes only and does not require approval.

Mrs. Gilbert concluded her report.

Chairman Dickens recessed the meeting at 10:05 a.m. and reconvened the meeting at 10:48 a.m.

Travel Authorizations

Chairman Dickens asked for requests to authorize travel reimbursements for events other than regularly scheduled Board Meetings.

In a motion made by Mr. Bobby Steinriede and seconded by Mr. Lee Bush, the Board **voted unanimously** to approve the reimbursement for Chairman Dickens travel to attend the Legislative Workshop in Tunica on June 3.

OTHER BUSINESS

Mr. Hudspeth recommended that the Board send thank you letters for the hospitality shown to MCCB Board members and staff during our visit to the City of Clarksdale and Coahoma CC.

EXECUTIVE SESSION

Mr. Perry moved that the meeting be closed to determine the need for an executive session. The motion passed unanimously and the meeting was closed.

Following discussion, Mr. Perry moved that the Board go into executive session to discuss the job performance of the executive director. Mr. Huey seconded the motion. The motion **passed unanimously**.

The meeting was reopened to the public and the chairman stated that the board had voted to go into executive session to discuss the job performance of the executive director. The meeting was closed for the executive session.

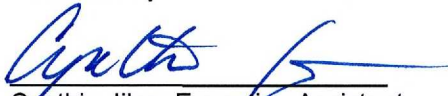
Following discussion, Mr. Hudspeth moved that effective July 1, 2012, the executive director's salary be increased by two and one-half percent (2 ½%). Mr. Gresham seconded the motion. The motion **passed unanimously**.

The chairman stated that the meeting was reopened and the meeting was reopened to the public.

ADJOURNMENT

In the absence of any further business, the meeting was adjourned at 11:40 a.m.

Recorded by:


Cynthia Jiles, Executive Assistant

Approved by:


Mrs. Patricia Dickens, Chairman


Dr. Eric Clark, Executive Director

Exhibits:

Dr. Clark's Report (Resolutions)
Career and Technical Education
2012 Practical Nursing Curriculum
Grants/CRC Report

Exhibit A
Exhibits B1, B2, B3, B4, and B5
Exhibits C and D
Exhibit E

MCCB Board Meeting Minutes
Friday, June 15, 2012

Workforce
Academic Affairs
Research and Planning
Technology
eLearning & Instructional Technology
Dr. West
Finance Report
Dr. Clark's Handouts & News Articles

Exhibits F1 and F2
No Exhibit
No Exhibit
No Exhibit
No Exhibit
No Exhibit
Separate Agenda